

**Minutes of the Regular Meeting of the Belmont City Council, and a Joint Meeting with the Belmont Finance Commission of May 27, 2003.**

**CALL TO ORDER 7:30 P.M.**

**ROLL CALL**

Councilmembers Present: Warden, Metropulos, Wright

Councilmembers Absent: Bauer

Staff Present: City Manager Kersnar, City Attorney Savaree, Assistant City Manager Rich, Finance Director Fil, City Clerk Cook

**PLEDGE OF ALLEGIANCE**

Led by Girl Scout Troop 396, Fox School, Jann Lassman/Diane Schrick, Co-Leaders.

**PUBLIC COMMENTS AND ANNOUNCEMENTS (10 Minutes)**

Mayor Wright invited members of the public to speak on items not on the agenda.

**Wendy Bushnell**, daughter-in-law of June Grainger, Monroe Avenue, spoke regarding the sewer spill at Mrs. Grainger's home.

**Andrew Peters**, spoke regarding fiscal responsibility and the new city hall/police facility. He stated that he would prefer to see Redevelopment money used to create revenue, and for downtown beautification. He also stated there were lower cost solutions available for the city hall/police facility.

**Delia Rogenes**, stated that her property on Lyon taking on water from neighbors above on Monroe, and she was trying to seek solutions to the problem.

**COUNCIL MEMBER COMMENTS AND ANNOUNCEMENTS**

Vice-Mayor Metropulos reported that there had been a fire at Bonnie Brae Terrace the previous weekend, and many residents who live there were displaced. He provided information regarding a contribution fund that had been set up.

Mayor Wright stated that he was very proud of the fire department, especially Captain Fry, for their diligence in fighting the Bonnie Brae fire.

Councilmember Warden reminded voters of the upcoming special election on June 3. He also announced the final candidate's forum to be held on May 29 at 7:00 p.m. at Cipriani School.

Mayor Wright announced that Bert Johnson, the oldest citizen in Belmont, who was also born here, had died recently at the age of 99. He also announced that Ildo Rossillini, former Mayor of Belmont, had also died. He stated that when Mr. Rossillini was Mayor in 1955 at the age of 32, he was the youngest Mayor ever in the State of California.

Mayor Wright also announced that there would be a meeting on May 28 from 7:00 to 9:00 p.m. at the Library to obtain community input regarding the revised library plans.

Mayor Wright also announced that there would be a Public Safety Memorial Service for police and firefighters killed in the line of duty, to be held at the Chapel at Notre Dame de Namur University on June 1 at 10:00 a.m.

City Manager Kersnar announced that Councilmember Bauer was absent due to illness.

### **CONSENT CALENDAR**

**Approval of** meeting minutes: Regular Belmont City Council Meeting of April 22, 2003, and Regular Belmont City Council Meeting of May 13, 2003.

**Approval of** Warrant List Dated: May 9, 2003 in the total amount of \$205,702.90; May 12, 2003, in the total amount of \$326,494.99; May 16, 2003, in the total amount of \$193,548.02; and May 21, 2003, in the total amount of \$79,154.25.

**Acceptance of** Written Communication 1) Notice of Filing of Application for Electrical Revenue Increase and Gas Revenue Decrease, dated May 8, 2003; 2) Petition before the Federal Communications Commission regarding Comcast Cable Holdings, dated May 15, 2003.

**Motion to** approve Claims Management Report.

**Motion to** waive reading of Ordinances.

**Approval of** Ordinance 988 Amending Ordinance Number 391 - Regulations and Procedures for the Removal of Overhead Utility Facilities and the Installation of Underground Facilities in Underground Utility Districts - to Allow Option of Use of Rule 20A Funds for Installation of up to 100 Feet of Underground Service Laterals and Conversion on Electric Service Panels Within Established Underground Utility Districts and Directing PG&E to Include Property Utility Service Reconnections in the Old County Road and Masonic Way Underground Utilities District Project (2<sup>nd</sup> reading and adoption).

**Approval of** Resolution 9406 Approving a Professional Services Agreement with Cotton Shires & Associates for Geotechnical Services to Inspect and Evaluate Retaining Walls and Slopes, for an Amount not to Exceed \$12,800.

**Approval of** Resolution 9407 Approving Supplier Agreement with the Box Lunch Company, Inc., for Senior Nutrition Program.

**Approval of** Motion calling for a Public Hearing on June 10, 2003, to consider the Belmont Fire Protection District, Redevelopment Agency and City of Belmont Budgets for Fiscal Year 2003/2004.

**Approval of** Motion to set Public Hearing for June 24, 2003, to consider proposed National Pollutant Elimination System (NPDES) City-Wide Charges.

**Approval of** Motion to set Public Hearing for June 24, 2003, to consider proposed Countywide National Pollutant Elimination System (NPDES) General Program.

Motion to set Public Hearing for June 24, 2003, to consider proposed annual sewer/storm drain rates.

**Approval of** Motion approving recommendation of Parks and Recreation Commission regarding proposed mini-park at Notre Dame Avenue and Winding Way.

**Action:** On a motion by Councilmember Warden, seconded by Councilmember Metropulos, the Consent Agenda was approved unanimously by a show of hands (Bauer, absent).

## **PUBLIC/HEARINGS**

**Public Hearing to consider an appeal filed on March 10, 2003, by Mr. Philip Talbert, regarding Planning Commission Action taken on March 4, 2003, amending conditions of approval for a three-lot Minor**

**Subdivision located at 2610 Hallmark Drive, Assessor's Parcel Numbers 045-421-180, 190, & 200 (Application No. 1999-1124).**

Mayor Wright opened the Public Hearing. He announced that the applicant had requested the matter be continued to June 24.

**Action:** On a motion by Councilmember Warden, seconded by Councilmember Metropulos, the Public Hearing was unanimously continued to June 24, 2003, by a show of hands (Bauer, absent).

**RECESS: 7:55 P.M.**

**CONVENE A JOINT MEETING OF THE CITY COUNCIL AND FINANCE COMMISSION**

**CALL TO ORDER 8:03 P.M.**

**ROLL CALL, BELMONT FINANCE COMMISSION:**

Commissioners Present: Ledoux, Mannisto, Sepah-Mansour, Violet, Troyan, Lieberman

Commissioners Absent: Rodriquez, White

City Manager Kernsar gave a brief overview of the financial status of the City. He clarified that no action regarding budget issues would be made this evening, and that budget adoption would be made at the June 24<sup>th</sup> meeting.

City Manager Kersnar stated that the \$2 million in General Fund Budget correction actions made over the course of the past two years had enabled the City of Belmont to stay ahead of the decline in the economy, and that the proposed budget represents the status quo. He clarified that there would be no additional reductions, but stated that there is a \$600,000 contingency plan in place should it become necessary to make additional cuts based on the final State budget. He clarified that the proposed budget assumes that the economy is at the bottom, and that a modest recovery has begun. He also clarified that reserves are maintained above the \$2 million minimum required. He also stated that other cities are not doing as well as Belmont.

City Manager Kersnar also reviewed financial policies and fee structures, and clarified that by July 1<sup>st</sup> most departments would be operating in performance budgeting format. He stated that Community Group funding would be taken up at the June 10<sup>th</sup> meeting. He added that the budget is based on a forecast.

Finance Director Fil outlined the variety of assumptions that were utilized in developing the proposed budget. He clarified that services were paying for themselves. He outlined revenue sources and expenditure categories, including capital projects. He also reviewed two of the special funds, Recreational Services and Development Services, and briefly reviewed the corrective actions that were planned to close the funding gap.

Finance Director Fil provided details of the activities of each of the city departments.

Councilmember Metropulos applauded City Manager Kersnar and Finance Director Fil for enabling the City to lessen the impact of the budget corrections on city services.

Councilmember Warden stated that since all the departments were in Performance Budget format, it was difficult to make comparisons from prior years. City Manager Kersnar acknowledged that the budget was constructed in a different manner, and Finance Director Fil clarified that comparability to previous years could still be found in the budget.

Mayor Wright stated the first full year of Performance Budgeting shows the breadth and depth of services throughout the City. He also clarified that councilmembers were meeting individually with staff to review details of the budget.

In response to a question from Commissioner Ledoux regarding a backup plan for additional State takeaways, City Manager Kersnar stated that, depending upon the severity, the City could make the adjustment mid-year, or sooner, if necessary.

In response to a question from Commissioner Sepah-Mansour regarding future revenue sources, City Manager Kersnar explained that the current visioning process and subsequent General Plan update will include an economic development strategy.

Council, commission, and staff discussion ensued regarding details of the Budget. In response to Commission questions regarding the funding for the Police/City Hall project, Finance Director Fil responded that half of the funding is discretionary, the other half is restricted.

**Action:** At this time, being 9:20 P.M., the Joint Meeting of the Belmont City Council and Finance Commission was adjourned.

**RECESS: 9:20 P.M.**

**RECONVENE: 9:26 P.M.**

**OLD BUSINESS**

**Update regarding potential Youth Commission.**

City Manager Kersnar reviewed the existing opportunities available for youth involvement in Belmont, including VOICES (Volunteer Outreach in Community Events). He stated that other cities' youth commissions function similar to the VOICES organization, where students have community service opportunities. He clarified that mostly middle school-age students utilize the drop-in center at Barrett Community Center, even though it was originally marketed to high school students. He stated that attempts to pursue a higher level of involvement were problematic without a facility devoted to youth and teens. He outlined the various options available for pursuing additional youth participation. He also stated that the VOICES group advised that they preferred the status quo. He clarified that if the Council wished to pursue a formal commission, staff time would be needed to post agendas and take minutes, and the commission would be subject to the Brown Act.

Councilmember Warden expressed concerns about expending staff time and money on something of an experimental nature. He stated that a youth commission that reported to staff, rather than Council, might be more realistic.

Vice Mayor Metropulos stated he wanted to see more youth involved, and agreed that an advisory commission to staff was a good idea.

Mayor Wright stated that he wanted to balance the needs of youth with staff availability and budgetary constraints. He agreed that VOICES was a good focus for youth, and that the group was self-directed. He suggested that this might be a good subject to approach with the 2+2 school district committee. He would like to target high achievers.

**George Kranen**, Notre Dame Avenue, stated that prior to adding youth to the Parks and Recreation Commission, VOICES was the only opportunity for youth involvement. He also stated that the cost would be relatively low for adding a full youth commission, and urged the Council to move forward with that option.

Following additional discussion, Council concurred to reconvene the 2+2 to discuss this issue, and then pursue additional information for a potential youth advisory commission that would report to staff. City Manager Kersnar stated that Council could develop alternatives for high school students.

## **NEW BUSINESS**

### **SamTrans/Cal Train presentation on long-range studies regarding CalTrain commuter train**

**Ian McAvoy**, Deputy Chief of Development for Sam Trans, stated that Cal Train, previously under the authority of Cal Trans, was now under the authority of Sam Trans. He advised that a Strategic Plan was adopted for Cal Train in 1997, and that work was currently under way for the rapid rail electrification. He reviewed the components of the Strategic Plan, including the vision, a blueprint for the future, strategies for implementation, and service and infrastructure improvements. He also outlined the guiding principles for the Plan. He stated that the next steps were the reauthorization of the Measure A half-cent transportation sales tax in 2004, an increase in bridge tolls, and the implementation of high speed rail. He also reported on capacity and system improvements, including additional grade separations and the construction of four tracks at strategic locations in the upper, middle and lower portion of the system in order to accommodate express trains.

In response to questions and comments by Councilmember Warden, Mr. McAvoy stated that long-term solutions were needed for the current over-parked Belmont station and elsewhere on the rail line, that future economic changes may trigger the need for the parking, and that communities could look at transit-oriented development. Councilmember Warden stated that a baby bullet train stop should be located in Belmont.

Mayor Wright urged continuing interagency coordination, and that the weakest link was in downtown San Francisco. He also stated that when the Millbrae BART station opens, there would likely be commuters who take Cal Train to Millbrae, then transfer to BART. Mr. McAvoy responded that this method may not be faster or cheaper, but will be a personal choice that may offer more flexibility for riders.

In response to City Manager Kersnar's questions, Mr. McAvoy clarified that high-speed rail would require four tracks along the entire line, but that the intermittent quadra-track system may provide flexibility in service with less infrastructure change. He also clarified that if a four-track station were constructed in Belmont, it would trigger the need for a redesign of the grade separation, but that it was too far in the future to predict the need.

### **Review and Comment on Scope of Work for a Downtown "Place-Making" Study to be Conducted by the City of Belmont, Samceda, SamTrans and the Project for Public Spaces (PPS).**

Community Development Director Ewing described the scope of work for the proposed study, and stated that this would provide an opportunity for creating a vibrant community along the transit corridor. He clarified that this study would provide a link with the Place and Urban Design Committee of the current visioning project. He stated that Council direction was needed on the scope of work and the funding source for Belmont's \$10,000 commitment to this project. He clarified that Council previously approved the expenditure from the contingency fund, but that staff's recommendation was to use Redevelopment funds, since the scope of work was solely within the redevelopment area.

Vice-Mayor Metropulos stated that he always envisioned El Camino Real as a grand boulevard, that this project was an opportunity to work with our neighboring cities to establish some consistency.

Councilmember Warden stated that the study is not costing much money, and will provide a conceptual plan.

Mayor Wright stated that he appreciated the fact that this study provides a parallel process with the visioning process, which can be integrated into the General Plan update.

Council concurred with the staff recommendation regarding the scope of work, and to utilize RDA funds for the study.

**Action:** At this time, being 10:25 P.M. Council adjourned to Closed Session.

**Conference with Legal Counsel, Potential Litigation, pursuant to Government Code Section 54956.9(b).**

Councilmembers Present: Warden, Metropulos, Wright

Councilmembers Absent: Bauer

Staff Present: City Manager Kersnar, Assistant City Manager Rich, City Attorney Savaree, Finance Director Fil. City Clerk Cook was excused from attending.

**Adjournment** – at this time being 11:00 P.M., the Closed Session Special Meeting of the Belmont City Council was adjourned.

Terri Cook

City Clerk



Meeting tape-recorded and videotaped.

Tape No. 555